

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – November 14, 2011**

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Directors Linari, Lindsay, Price, Stamey and Umont

Staff Present: Chief Price, Assistant Chief Collins, Assistant Chief Hart, Fire Marshal Jamison, Administrative Services Director Leete, District Counsel Ross, Technology Systems Manager Call, Interim Communications Center Manager Grayson, Finance Supervisor Sasser, Battalion Chief Barton, Union President, Keel, District Clerk Brooks.

1. Call to Order

President Price called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

President Price led the Pledge of Allegiance.

3. Determination of Quorum and Confirmation of Agenda

There was a quorum.

4. Public Comment

None.

5. Consent Calendar

Director Lindsay moved approval of Consent Calendar items 5.1-5.3 (1). Director Linari seconded the motion. Motion carried.

6. Special Announcements/Presentations/General Business

6.1 Introduction of and Administration of Employee Oath to Dispatcher Trish Klink.

Chief Price introduced Interim Communications Center Manager Grayson who then introduced Dispatcher Klink, and provided her background. Dispatcher Klink introduced her children who then pinned her badge on. Dispatcher Klink stated how happy she was to be here. District Clerk Brooks then administered the Employee Oath to Dispatcher Klink.

7. **Old Business**

- 7.1 Consider adoption of Resolution No. 2011-09 replacing Resolution No. 2011-08 regarding health insurance benefits.

Administrative Services Director Leete explained that this Resolution is again coming back to the Board as CalPERS requested some additional wording changes, which Director Leete included in his staff report and accompanying resolution. Motion by Director Linari to approve Resolution No. 2011-09, which replaces Resolution 2011-08. Motion seconded by Director Stamey. Motion carried by roll call vote with Director Umont abstaining.

8. **New Business**

- 8.1 Presentation of 2011 District Comprehensive Annual Finance Report (CAFR) by Maze and Associates.

Administrative Services Director Leete requested that the Board receive the 2011 District CAFR, and then introduced Katherine Yuen from Maze and Associates who stated that again, the District received a clean opinion. Ms. Yuen stated that it was a smooth audit and complimented staff on the outstanding work done in preparing the CAFR. The Board thanked Ms. Yuen for her presentation.

- 8.2 General Fund Update Fiscal Year 2010-2011 and Long Term Forecast Update.

Administrative Services Director Leete presented the Board with a brief power point outlining the District's long term forecast showing revenues still declining. Director Leete stated that staff would come back to the Board in January to again review the Long Term Forecast as part of the comprehensive mid-year budget review.

- 8.3 Determination and declaration that both the involved real property and improvements to real property located at 1101 Stone Valley Road, Alamo, CA is surplus to District needs and/or obsolete or inadequate for District needs consistent with Government Code Section 54220 et seq.

Assistant Chief Hart explained the process of declaring the property at 1101 Stone Valley Road, Alamo as surplus. Motion by Director Linari for determination and declaration that both the involved real property and improvements to real property located at 1101 Stone Valley Road, Alamo, CA is surplus to District needs and/or obsolete or inadequate for District needs consistent with Government Code Section 54220 et seq. Motion seconded by Director Lindsay. Motion carried.

9. **Correspondence**

Director Linari complimented Director Stamey on the nice article and picture of him in the California Special District Association/Contra Costa Chapter Newsletter. The Board then discussed the letter from Mr. R. Smith regarding earthquake predictions and warnings. Assistant Chief Hart stated that in an earthquake our crews would open the bay doors and bring our rigs out of harms way.

10. Monthly Activity Reports

10.1 Operations - Assistant Chief Collins

Assistant Chief Collins discussed his monthly report, stating it was routine, and briefly discussed the structure fire in Alamo earlier this month.

10.2 Support Services - Assistant Chief Hart

Assistant Chief Hart discussed his report stating that the meeting before the Board of Supervisors on November 1st went well and that we have received our land use permit for the new Station 32 site.

10.3 Fire Prevention – Fire Marshal Jamison

Fire Marshal Jamison discussed her report, highlighting the ICC Annual Business meeting, stating that Code Compliance Officer Wendel has been appointed to the International Fire Code Committee.

10.4 Administrative Services – Administrative Services Director Leete

Administrative Services Director Leete discussed his report stating that Accounting Technician Hartono is on maternity leave, with temporary employee, Darlene Boyd, filling in for her.

10.5 Fire Chief – Fire Chief Price

Chief Price informed the Board that he taught the November Leadership SRV Government Day class last week.

11. Good of the Order

Chief Price stated that several Board members and staff are trying out iPads at the Board meeting tonight, instead of a hard copy of the board packet. Staff will rotate the iPads among other Board members and staff for the next Board meeting.

12. Closed Session

12.1 Possible exposure to litigation (one matter).

[Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code §54956.9(b)(3)(A)].

12.2 Personnel Action: Consideration of Contingency Staffing Model [Authorized under Government Code Section 54957].

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13. **Return to Open Session**

Regular session ended: 7:50 p.m.
Closed session began: 8:05 p.m.
Closed session ended: 8:45 p.m.
Regular session reconvened: 8:47 p.m.

15. **Adjournment**

The meeting adjourned at 8:50 p.m., to the next regular meeting of **Monday, December 19, 2011.**

Prepared by:  Approved by: 
Susan F. Brooks
District Clerk
Jennifer G. Price
Board President